

MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
LAS VEGAS, NEVADA
April 14, 2005
(approved May 19, 2005)

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session in the West Las Vegas Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, April 14, 2005.

Present: Board: E. Sanchez, Chair L. Overstreet
V. Davis-Hoggard, Vice Chair F. Sponer
K. Carter, Secretary T. Wong
A. Arthurholtz, Treasurer A. Aguirre
L. Harala

Counsel: G. Welt

Absent: K. Benavidez

Staff: Daniel L. Walters, Executive Director
Numerous Staff

E. Sanchez, Chair, called the meeting to order at 6:10 p.m.

Roll Call All members listed above represent a quorum.

Agenda Chair Sanchez moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Approval of Proposed Minutes Regular Session, March 10, 2005. (Item III.) Trustee Arthurholtz moved to approve the Minutes of the Board of Trustees Meeting held March 10, 2005. Chair Sanchez abstained from voting. There was no opposition and the motion carried.

Chair's Report (Item IV.) Chair Sanchez introduced Larry Harala as the newest Board member. Mr. Harala is a Community Liaison for Councilman Steve Wolfson of the City of Las Vegas.

Ms. Sanchez reminded Trustees that Legislative Day is Tuesday, April 19, in Carson City.

Trustee Sponer and Trustee Wong who serve as representatives of the Board for the LVCCLD Foundation, gave a brief report on a recruitment meeting that was held April 13. Chair Sanchez noted that Trustees would soon be contacted by Carl Rowe to schedule a closed session for the Executive Director's yearly performance review.

Committee Chair Arthurholtz asked Deputy Director, C.F.O. Fred

Minutes - Board of Trustees' Meeting

April 14, 2005

Page 2

James to give a brief overview of the Finance and Audit Committee meeting discussion and noted that more detail would be forthcoming later in the meeting.

Executive Director's Report (Item V.A.)

In addition to his written report, Executive Director Walters added that he and General Services Director Steve Rice met with Calvin Champlin of Quadrant Planning to discuss the feasibility of acting on a request to sell the Enterprise Library. A full briefing will be presented to the Executive Committee next month in order for the Board to make a determination.

Walters mentioned also that on April 13 there was a brush fire at the Las Vegas Library caused by a cigarette being tossed, and that the landscaping would have to be re-evaluated.

Chair Sanchez moved to accept Reports V.A. 1-7. There was no opposition and the reports were accepted.

Public Services and Security Report (Item V.A.1.)

Accepted.

Business Office Report (Item V.A.2.)

Accepted.

Human Resources Report (Item V.A.3.)

Accepted.

Technology Report (Item V.A.4.)

Accepted.

General Services Report (Item V.A.5.)

Accepted.

Marketing Report (Item V.A.6.)

Accepted.

Development Report (Item V.A.7.)

Accepted.

Unfinished Business (Item VI.)

None.

Minutes - Board of Trustees' Meeting

April 14, 2005

Page 3

Consent Agenda: 1. Discussion and possible Board action regarding District-provided life insurance, optional supplemental life insurance, short-term and long-term disability insurance for employees. 2. Discussion and possible Board action regarding contract award for the purchase of a lighting dimmer rack system for the Summerlin Library Theater. (Item VII.A.1. and A.2.)

Chair Sanchez moved that Items VII.A.1. and A.2. be accepted in their entirety. There was no opposition and the motion carried.

Discussion and possible Board action regarding a Joint Resolution with the Henderson District Public Libraries (HDPL) Board of Trustees requesting that the Clark County Board of Commissioners change the LVCCLD and HDPL boundaries July 1, 2005 and providing for the transfer of ownership and operation of the Green Valley Library from the LVCCLD to the HDPL January 1, 2009. (Item VII.B.)

Executive Director Walters presented a summary of what has transpired between the two Districts.

LVCCLD and HDPL have negotiated a proposed permanent solution to the boundary dispute regarding the HDPL's request that the LVCCLD transfer LVCCLD jurisdiction to collect tax revenue and be responsible for library services for the area of "West Henderson."

A Joint Resolution and Proposed Interlocal Agreement outline terms that both parties have accepted as a permanent solution to disputes over which agency should serve the greater Henderson area. The proposed solution is dependent upon concurrence from the City of Henderson and the City of Las Vegas, and action to modify the boundaries by the Clark County Board of Commissioners.

The HDPL Board of Trustees will also consider a recommendation from its staff to approve these same documents at its meeting on April 14th. The Joint Resolution and Proposed Interlocal Agreement modifies the HDPL boundaries so that they become coterminous with the City of Henderson. HDPL agrees to restrict its growth to areas that are annexed by the City of Henderson and to forfeit the right to annex unincorporated areas of Clark County adjacent to its redefined boundaries.

Statutory responsibility for the provision of library services in affected areas will be transferred from the LVCCLD to the HDPL on July 1, 2005.

Ownership of the Green Valley Library from the LVCCLD to the HDPL will be transferred at no cost to taxpayers on January 1, 2009.

Continuity of services is assured for local residents by the LVCCLD until

the building transfers to the HDPL on January 1, 2009. After that date, operation of the library will shift to the HDPL and the LVCCLD will reallocate its staff, computers and library materials to the underserved areas of the LVCCLD. HDPL will be responsible for staff, materials and services at the Green Valley location after the transfer.

A month-to-month extension for the LVCCLD will be provided in the event additional time is needed to transfer LVCCLD staff and materials to its growth areas.

LVCCLD will be compensated for its operation of the Green Valley Library from July 1, 2005 through January 1, 2009. HDPL will collect taxes from the tax parcels that transfer from the LVCCLD to the HDPL and pay the LVCCLD all revenue collected from former tax parcels under LVCCLD's jurisdiction, principally in the Green Valley and West Henderson areas.

In the event the City of Henderson annexes any additional unincorporated areas served by the LVCCLD (that will also be annexed by the HDPL) prior to January 1, 2009, LVCCLD will also receive tax revenue from annexed parcels at the same rate collected by those areas affected by the initial transfer of parcels on July 1, 2005.

In the event the HDPL obtains the right to sell the Green Valley Library in the future, the building will be appraised prior to the January 1, 2009 transfer. The LVCCLD will receive the proceeds of a sale up to the value established for January 1, 2009, and HDPL will receive any appreciation in value after that date.

If approved, this solution is intended to solve long standing jurisdictional difficulties experienced by both library districts over the past several years. The dynamic growth and attendant changes in population and local government have dramatically altered both districts. Staff recommends that the Board seek this boundary change now, even though the HDPL will compensate the LVCCLD at its marginally lower required levy rate, a difference of 1.1 cents.

As a result of the proposed action, the HDPL will be better positioned to serve the Henderson area, and the LVCCLD will be able to shift resources from the Henderson area to its growth areas. The most likely area for a new library is the northwest Centennial Hills area where thousands of LVCCLD residents do not have access to library services. Pending final analysis of the recent action taken by the legislature affecting property tax changes, a new LVCCLD project may be funded within the time frame established by the Resolution and Proposed Interlocal Agreement using funds that have been set aside for future expansion, although additional transfers of funds will be required to complete the project.

One of the most important aspects that has not been discussed is the impact that the transition will have on LVCCLD employees. The Executive Director and Human Resources Director met with the Green Valley Library employees on Monday, April 11, and explained to them that the transfer is a reluctant but necessary action. Terms of change

Minutes - Board of Trustees' Meeting

April 14, 2005

Page 5

of employment status will be negotiated with the bargaining unit in order to arrive at the best accommodations for the employees. Branch Manager Sally Feldman and the Green Valley Library staff were commended for their commitment to the Green Valley area patrons.

Executive Director Walters received a call from HDPL Library Director Tom Fay expressing his and the Board's appreciation to Chair Sanchez and the District Board for coming up with a resolution that will serve all parties into the future.

After the LVCCLD and HDPL boards approve the proposed Joint Resolution and Interlocal Agreement, concurring resolutions will be requested from the City of Henderson and the City of Las Vegas. Administrative staff from both library districts have been working with city officials in anticipation of action to be taken by both library boards on April 14th.

Following passage of concurring resolutions by the cities, the Board of Commissioners will consider their requests that it modify the library districts' boundaries as delegated to the Commission by state law.

Trustee Wong asked if Henderson would still provide services to LVCCLD residents after the January 1, 2009 date. Walters answered in the affirmative. All of the library districts have welcomed patrons regardless of their residential addresses. Cross-use issues are not a problem.

Trustee Aguirre asked the Executive Director to reiterate what will happen to LVCCLD employees who work in the Green Valley Library. Walters stated that there isn't a hard and fast solution other than rights provided in the union contracts. When new opportunities arise, the most senior staff will have the right to bid on transfers. The positions won't be moving until January 1, 2009. Employees who have not transferred by that time will be eligible to work wherever the District has expanded. There will be no lay-offs and there will be opportunities to retain all of the affected employees.

Chair Sanchez moved to adopt the Proposed Joint Resolution and Interlocal Agreement seeking concurrence from the cities of Henderson and Las Vegas that the Clark County Board of Commissioners alter the boundaries of the HDPL to be coterminous with the City of Henderson as provided in the Joint Resolution and proposed Interlocal Agreement. There was no opposition and the motion was approved.

Deputy Director, C.F.O. Fred James presented this item.

The Nevada Revised Statutes requires that the "Tentative Budget" be filed with the State Department of Taxation on April 15, 2005. A copy of the state filing will be forwarded to all Trustees after April 15.

In light of controversy surrounding property taxes for the FY 05-06 budget year, and the fact that the property tax relief bill wasn't signed

Discussion and possible Board direction regarding the FY 2005-2006 Tentative Budget submittal to the Department of

Minutes - Board of Trustees' Meeting

April 14, 2005

Page 6

Taxation and preparation for the May 19 budget hearing. (Item VII.C.)

by the Governor until last Wednesday, April 6, 2005, the District will not receive the final property tax (revenue) estimates from the State's Department of Taxation until May 10, 2005.

Property tax is estimated to increase 5.0% or \$1.5 million, as compared to FY 04-05. Estimated Consolidated Sales Tax (CTX) increased by 24.8%, as compared to 7.8% for FY 04-05, reversing the downward trend over the past four fiscal years.

Property taxes (61%) and consolidated sales tax (35%) account for 96% of all General Fund revenues.

The remaining four percent of the General Fund's revenues are generated from library fines, programming and rental charges, revenue from contract libraries and investment income.

The FY 05-06 preliminary budget proposes \$9.4 million in materials expenditures, an increase of 7.3% over current levels. The proposed materials appropriation amounts to 20% of the total General Fund budget. In addition, \$900,700 is budgeted for equipment replacement, software, hardware, and facility improvements, an increase of 29.6% as compared to last fiscal year.

The General Fund's ending fund balance is projected at \$3.2 million and amounts to 7.0% of the total budget.

Pending Board direction for any additional changes, staff will prepare a FY 2005-06 Proposed Budget that incorporates any necessary adjustments subsequent to the administrative filing of the FY 2005-06 tentative budget with the Department of Taxation.

Mr. James pointed out that in seven years from January, 2005, the District will be debt free.

Executive Director Walters asked Mr. James to state for the record that a limited number of FTE increases in public services are being proposed. James noted that approximately 17 positions are being added. Fifteen are part time and two are full time. The part time positions are mostly pages and the two full time positions include a Librarian and a Regional Branch Services Director.

The tentative budget filing is an administrative report and does not require Board action.

Further discussion and direction to staff to prepare the Final Report of the Strategic Service Plan for the Las Vegas Clark County Library District for

Acting Deputy Director, C.O.O. Robb Morss was available to answer any questions that the Board might have before the final report of the *Strategic Service Plan for the FY 2005-2008* is presented next month.

There were no questions from Trustees.

Minutes - Board of Trustees' Meeting
April 14, 2005
Page 7

**adoption at the May
19, 2005 meeting of
the Board of
Trustees. (Item
VII.D.)**

**Announcements
(Item VIII.)**

The next Board Meeting will be held Thursday, May 19, 2005 in the Las Vegas Library at 6:00 p.m.

**Public Comment
(Item IX.)**

None

**Adjournment (Item
X.)**

Chair Sanchez moved to adjourn the meeting at 6:40 p.m. There was no opposition and the motion carried.

Respectfully submitted,

Ken Carter, Secretary